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USIB-D-39.3/9  
27 December 1965

UNITED STATES INTELLIGENCE BOARD

MEMORANDUM FOR THE UNITED STATES INTELLIGENCE BOARD

SUBJECT: Seventh Annual Report of the Committee on Documentation  
(CODIB)

1. The enclosed Seventh Annual Report of the Committee on Documentation (CODIB) and its attached Appendices are forwarded herewith for information of Intelligence Board members.

2. It is not now planned to schedule this report on the USIB agenda for discussion unless specifically requested by a Board member to do so prior to close of business 6 January 1966. In the absence of such a request, it will be considered for record purposes that USIB "noted" the subject report on that date.



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Executive Secretary

Attachment

*No requests received.  
Recorded in USIB-M-416  
6 January 1966, Secretary's  
Note.*

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CODIB-AR-7  
22 December 1965  
Final: CODIB Approved

UNITED STATES INTELLIGENCE BOARD  
COMMITTEE ON DOCUMENTATION

Seventh Annual Report

Authorization

The USIB Committee on Documentation (CODIB) operates under DCID 1/4 (New Series) dated 23 April 1965.

Scope

This report covers CODIB activities during Fiscal Year 1965, with an attached checklist (Appendix A) of documents issued; membership during the reporting period is reflected in Appendix B. New developments in information processing in individual member agencies are reflected in Appendix C.

Activities

The main concern during the reporting period was the progress of nine task teams, established after USIB review of the report of the Staff for the Community Information Processing Study (SCIPS); team activities have been reported to USIB quarterly (the latest report distributed as USIB-D-39.7/12, 18 November 1965). The teams held 114 meetings and expended about 20,000 professional man-hours -

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or about 10 1/2 man years, including the four professionals on full-time assignment on the CODIB Support Staff. A total of 245 substantive team papers and about 100 additional working papers were generated. Formal CODIB review of the task teams' progress and consideration of other matters of interest resulted in eight meetings and the issuance of 41 staff papers, of which 35 dealt with the team activities.

The Committee's other extant bodies include the Subcommittee on Classification (SCC), a Working Group on Emergency Planning (WGEP) and a Working Group on Remote Systems Input (WGRSI). The SCC did not meet as a body, but individual members met to work up a revision to the Intelligence Subject Code and to discuss a proposal that the DoD area code be adopted as a Community standard (see page 6 below). The WGEP began a revision of its basic document on dispersal of finished intelligence collections. The WGRSI held three formal meetings to review the status of the development of the secure, machine-language by-product typewriter; indicators of difficulty noted during the year multiplied until, after the close of this reporting period, some fairly severe problems had developed. Appropriate corrective steps or alternatives are now being studied.

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Appendix A  
22 December 1965

UNITED STATES INTELLIGENCE BOARD  
COMMITTEE ON DOCUMENTATION

Checklist of Documents Issued in FY 1965

CODIB-D-42/16 15 June 1965	DIA Proposed Change to USIB-D-39.5/19 (Release of Intelligence to Contractors)
CODIB-D-48/6 2 October 1964	Membership
CODIB-D-75/1 1 March 1965	Proposal for Central Storage Facilities for Inactive USIB Community Agency Records
CODIB-D-111/1.1 23 July 1964	Content Control Task Team - I
CODIB-D-111/1.1/1 2 October 1964	Content Control Task Team I - Revised Draft
CODIB-D-111/1.1/2 30 October 1964	Content Control Task Team I - Approved Terms of Reference
CODIB-D-111/1.2 28 July 1964	Bibliographics Task Team - II
CODIB-D-111/1.2/1 4 November 1964	Bibliographics Task Team II - Draft Terms of Reference
CODIB-D-111/1.2/2 25 November 1964	Item Identification / <u>Changed title</u> / Task Team II - Approved Terms of Reference
CODIB-D-111/1.3 23 July 1964	Foreign Publications Task Team - III

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Appendix A

CODIB-D-111/1.3/1 9 December 1964	Draft Terms of Reference - Task Team III
CODIB-D-111/1.3/2 29 December 1964	Approved Terms of Reference
CODIB-D-111/1.3/3 26 May 1965	Task Team III Report on Need for and Procurement of Foreign Publications
CODIB-D-111/1.4 9 December 1964	Draft Terms of Reference - Task Team IV
CODIB-D-111/1.4/1 29 December 1964	Approved Terms of Reference
CODIB-D-111/1.4/2 9 June 1965	Task Team IV (Installations) Interim Report
CODIB-D-111/1.5 7 August 1964	Biographic Task Team V
CODIB-D-111/1.5/1 2 October 1964	Biographic Task Team V - Revised Draft
CODIB-D-111/1.5/2 4 December 1964	Biographic Task Team V - Second Revised Draft Terms of Reference
CODIB-D-111/1.5/3 19 January 1965	Final Terms of Reference - Biographics
CODIB-D-111/1.6 7 August 1964	Research and Development Task Team - VI
CODIB-D-111/1.6/1 4 December 1964	Draft Terms of Reference - Research & Development Task Team VI
CODIB-D-111/1.6/2 5 March 1965	Revised Draft Terms of Reference - Research & Development Task Team VI

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Appendix A

CODIB-D-111/1.6/3 31 March 1965	Approved Terms of Reference - Task Team VI
CODIB-D-111/1.7 25 November 1964	Analyst Communication Task Team VII - Statement of Initial Objectives
CODIB-D-111/1.7/1 1 March 1965	Analyst Communication Task Team VII - Draft Terms of Reference
CODIB-D-111/1.7/2 12 May 1965	Approved Terms of Reference - Task Team VII
CODIB-D-111/1.8 6 November 1964	Photo Chip Task Team VIII - Draft Terms of Reference
CODIB-D-111/1.8/1 11 January 1965	Revised Draft Terms of Reference / <u>Photo Chip Task Team</u>
CODIB-D-111/1.8/2 3 March 1965	Photo Chip Task Team VIII - Draft Terms of Reference (Second Revision)
CODIB-D-111/1.8/3 30 March 1965	Approved Terms of Reference - Task Team VIII
CODIB-D-111/1.9 7 August 1964	ADP Systems Library Task Team - IX
CODIB-D-111/1.9/1 4 December 1964	Draft Terms of Reference - ADP Systems Library Task Team IX
CODIB-D-111/1.9/2 29 December 1964	Approved Terms of Reference
CODIB-D-111/2 27 August 1964	CODIB Support Staff
CODIB-D-111/3 30 October 1964	CODIB Support Staff - Mission and Functions

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Appendix A

CODIB-D-112  
10 November 1964  
Quarterly Report on Progress re USIB-Approved  
Recommendations in USIB-D-39.7/5 Also issued  
as USIB-D-39.7/7/

CODIB-D-112/1  
13 January 1965  
Limited Distribution  
Quarterly Report

CODIB-D-112/2  
5 February 1965  
Quarterly Report Also issued as USIB-D-39.7/8/

CODIB-D-112/3  
21 April 1965  
Draft Quarterly Report

CODIB-D-112/3.1  
11 May 1965  
Quarterly Report Also issued as USIB-D-39.7/9/

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Appendix C  
22 December 1965

UNITED STATES INTELLIGENCE BOARD  
COMMITTEE ON DOCUMENTATION

Information Processing Developments in USIB Member Agencies  
(Supplement to CODIB Annual Report No. 7)

Attached, as listed below, are the reports from contributing USIB-member agencies reflecting their intelligence information processing program developments during Fiscal Year 1965:

<u>Section</u>	<u>Department or Agency</u>
1	Central Intelligence Agency
2	Defense Intelligence Agency
3	Department of the Army
4	Department of the Navy
5	Department of the Air Force
6	Department of State

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<b>CENTRAL INTELLIGENCE AGENCY OFFICIAL ROUTING SLIP</b>					
TO	NAME AND ADDRESS		DATE	INITIALS	
1	EA/DCI		1/5		
2	Chairman, USIB				
3	ExSec/USIB				
4					
5					
6					
ACTION		DIRECT REPLY		PREPARE REPLY	
APPROVAL		DISPATCH		RECOMMENDATION	
COMMENT		FILE		RETURN	
CONCURRENCE		INFORMATION		SIGNATURE	
<b>Remarks:</b> 1. The attached Seventh Annual Report of the Committee on Documentation has been circulated to the USIB for information.  2. A copy of the CIA briefing note on this report is also attached for your information.  3. Unless you or another member so request, the report will not be scheduled for discussion at a USIB meeting, and will be recorded as having been noted by the Board.					
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		E. ADDRESS AND PHONE NO.		DATE	
		ExSec/USIB		4 Jan	
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